

To: MME contacts
From: Division of Public and Behavioral Health
RE: Listserv and Pre-Inspection Matters
Date: December 16, 2014

Listserves

For efficient communication between the Medical Marijuana Program and MMEs, the Division has created an All-MME listserv, and 4 separate MME listservs for the different establishment types. Most messaging will be conducted on the All-MME listserv, but occasionally there may be reason to do otherwise.

Unless you notify us of any preferred changes concerning who should be the recipients of such electronic messages, all listserv deliveries will be made to the email address indicated on your application. If modifications must be made, please address them to amazy@health.nv.gov.

The Provisional Phase: Documentation

Prior to contacting the Division to schedule establishment pre-opening inspections, please assemble and provide to the Division, as listed on your Provisional Certificate letter, **hard copies** of the following documents (**electronic files are not acceptable**):

- Documentation from the local jurisdiction to the establishment authorizing occupancy of the building, such as a certificate of occupancy, special use permit or conditional use permit
- Documentation of successful inspections issued from fire, building, air quality and solid waste (if applicable). Please note, the Division will regulate and inspect *all* Production Establishments statewide. Washoe County District Health Department (WCDHD) is the only health district who has indicated they will *also* send an inspector to Production Establishments.
- Documentation that your state business license has been acquired
- Copies of local business license and zoning permit
- For establishments located in northern Nevada, please mail the items listed to:

**Division of Public and Behavioral Health
Medical Marijuana Program
4150 Technology Way, Suite 100
Carson City, NV 89706**

- For establishments located in southern Nevada, including Tonopah, please mail items listed to:

**Division of Public and Behavioral Health
Medical Marijuana Program
3811 W. Charleston Suite 106
Las Vegas, NV 89102**

The Provisional Phase: Initial Certification Fees

Invoices are forthcoming. Please mail your initial certification fee by cashier's check or money order to the Carson City office. One check may be issued for all applicable establishments, the check must note all of the establishment types being paid for, for example: \$68,000 for D#, D#, C#, and P#. Fees are as follows:

Dispensary	\$30,000.00
Cultivation	\$ 5,000.00
Production	\$ 3,000.00
Laboratory	\$ 1,000.00

- ***Note: All checks or money orders MUST be mailed to Carson City, regardless of your location, as will be noted on the invoice.***
- *Please make checks/money orders payable to: Division of Public and Behavioral Health.*

The Provisional Phase: Ongoing Support

Contact your inspector for ongoing support on provisional phase matters, and to schedule a pre-opening inspection. Note: all documentation submissions must be complete before scheduling pre-opening inspection.

To discuss southern Nevada MMEs, with Establishment names starting with A-L or a number, contact:
Yolanda Sinisgallo 702-486-5404

To discuss southern Nevada MMEs, with Establishment names starting with M-Z, contact:
William Russell 702-486-5406

To discuss northern Nevada MMEs, contact:
Nataliya Wood 775-684-4287

Note: Tonopah establishments, please use southern Nevada contact/support.